



## USAID/OFDA Proposal Guidelines Agriculture Annex B

February 2018

### Fertilizer Template

USAID/OFDA must provide advance approval for fertilizer purchased as part of a USAID/OFDA award. Applicants that propose the purchase of fertilizer must provide the following information as described in the [USAID/OFDA Proposal Guidelines](#) and [ADS 312mad](#). This may easily be documented in a table, as illustrated below:

Type of fertilizer <sup>1</sup>	Composition of fertilizer <sup>2</sup>	Total amount of fertilizer (Kgs) <sup>3</sup>	Total cost per type of fertilizer (USD) <sup>4</sup>	Average Price (USD/Kg) <sup>5</sup>	Maximum amount in kilograms or liters per hectare <sup>6</sup>	Maximum amount per beneficiary (Kg) <sup>7</sup>	Maximum cost per beneficiary <sup>8</sup>	Maximum number of hectares with fertilizer applied <sup>9</sup>	Average cost per beneficiary <sup>10</sup>

### Notes

1. Refer to the list noted in <https://www.usaid.gov/sites/default/files/documents/1876/312mad.pdf>
2. Composition of fertilizer by chemical compound and amounts (e.g., NPK 15:15:15)
3. All of the fertilizer type distributed by the awardee.
4. All direct costs associated with the fertilizer type distributed.
5. Total cost of the fertilizer divided by total amount of that fertilizer (i.e., dividing column 4 by column 3).
6. Application rate of fertilizer used in kilograms or liters per hectare.
7. The largest amount of fertilizer any individual beneficiary receives; e.g. if the number of Kgs that beneficiaries receive range from 10 kg to 200 kg, then 200 should be entered.
8. Calculated by taking the largest amount of fertilizer provided to any individual and multiplying that by the unit cost of the fertilizer type; e.g. if the beneficiary receiving the largest amount of fertilizer received 200 Kg of a particular fertilizer and the cost per Kg is USD 2.00 then the 'maximum cost' would be 200 X 2.00 = USD400 (i.e., by multiplying column 6 by column 7).

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9. The highest number of hectares that an individual beneficiary is fertilizing (e.g., if the amount of land that beneficiaries are fertilizing ranges from 0.5 hectares to 1.5 hectares then 1.5 should be noted).
10. Calculated by dividing the total cost of each fertilizer by the number of beneficiaries noted as receiving that fertilizer.